



# **PUBLIC AFFAIRS SECTION**

## **SOUTH AFRICAN EDUCATIONAL TRANSFORMATION INSTITUTE (SETI)**

### **Application Form**

# **2000**

- Please fill out the questionnaire in black ink or type it in.
- Please give full, academic degrees, institutional affiliations.
- Do not use abbreviations.

Please return the form to:

Regional English Language Office  
P.O. Box 9536  
PRETORIA  
0001



## **SECTION A: Personal Details**

Dr./Prof.	Mr.	Mrs.	Ms.
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1. Name: \_\_\_\_\_  
First Middle Family

2. Telephone numbers: Work: \_\_\_\_\_ Home: \_\_\_\_\_  
Cell: \_\_\_\_\_ Fax: \_\_\_\_\_ E-mail: \_\_\_\_\_

3. Work address: \_\_\_\_\_ Home address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

4. Preferred mailing address: Home [ ] Work [ ]

5. Date of birth: \_\_\_\_\_ 6. Place of birth: \_\_\_\_\_  
Day Month Year

7. Country of citizenship: \_\_\_\_\_

8. Marital status: \_\_\_\_\_ 9. Number of children: \_\_\_\_\_

10. Special Health Requirements: \_\_\_\_\_

11. Dietary restrictions: \_\_\_\_\_

12. Home Language: \_\_\_\_\_

13. Other Languages: \_\_\_\_\_

14. Ability in English: Excellent [ ] Good [ ] Poor [ ]

## **SECTION B: Educational and Professional Qualifications**

1. Highest degree earned: \_\_\_\_\_
2. Institution: \_\_\_\_\_

Dates	Institution (Do not include primary or secondary school)	Degree Diploma Certificate	Specialization

3. Additional Training: (include professional development programs, grant and seminars)

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4. Attendance at Professional Conferences: (include papers presented)

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5. Professional Membership/Affiliations:

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6. Professional Journals/Periodicals: (that you subscribe to or read on a *regular* basis)

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7. Special Awards, Honors and Distinctions you have received in the past five years:

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### **SECTION C: Career/Occupation**

1. Your present position and Organization/Institution:

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2. Describe your present duties:

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3. List your previous employment (last 3 jobs); include position and organization/institution:

Dates	Title	Institution	Duty

4. Description of present institution (include academic level, composition of student body, teaching methods, resource materials, special features etc.)

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5. Describe you previous teacher training/staff development experience:

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6. How do you anticipate sharing the information and ideas gained in the United States with colleagues in South Africa?

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7. Describe your professional aspirations:

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## **SECTION D: Needs/Interests Analysis:**

1. Areas of Special Interest. List topics/subjects which you would personally like to explore in detail (prioritize):

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2. Areas of Greatest Need: List topics, subjects which you and your institution need further training in and/or information about (prioritize):

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3. If you were given the opportunity to explore one topic in great detail, which would it be, how would you go about it and how would you present your findings and experience to your institute colleagues:

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4. Professional and personal strengths (List what you perceive to be your greatest strengths):

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5. What role do you think your specialist subject will play in the future of your country?

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## **SECTION E: Travel Experience/Habits**

1. Have you ever visited the United States? (If so, provide details, including dates of visit, sponsor, purpose of visit, and places visited)

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2. Foreign travel (List your travel experiences outside your own country):

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3. Are you willing to travel in group? Yes [ ] No [ ]

4. Are you willing to share a room during your stay Yes [ ] No [ ]

5. Would you like to spend time with an American family (homestay) Yes [ ] No [ ]

6. What sort of social activities would interest you?

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## **SECTION F: Goals/Objectives**

1. On the back of this page, give a short (maximum one page) description of what you would like to gain by participating in this program.
2. References: Using the attached forms please submit two references: One from your *immediate supervisor* and one from another *professional colleague*.
3. Comments: If you have any additional comments, please attach them to this application.



## **PUBLIC AFFAIRS SECTION**

### **South African Educational Transformation (SETI)**

#### **Reference Form**

1. Name of applicant (last, first, middle)\_\_\_\_\_
2. Your name\_\_\_\_\_
3. Your position/title \_\_\_\_\_
4. In what capacity do you know the applicant? \_\_\_\_\_
5. How long have you known the applicant?\_\_\_\_\_
6. Rate the applicant by briefly commenting on:
  - (i) The applicant's academic ability:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
  - (ii) The applicant's professional skills/abilities:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
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(iii) The applicant's attitude to new situations and challenges:

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(iv) The applicant's interests and attitudes:

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7. How do you feel a trip to the United States would enable the applicant to make a better contribution to his/her profession

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8. Additional comments:

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